

CONSTITUTION, BY-LAWS

—AND—

RULES OF ORDER

—OF—

Brock Encampment of Patriarchs,

No. 9, I. O. O. F.,

—OF—

BROCKVILLE, - ONTARIO.



Instituted the 5th August, 1870.

NAPANEE, ONT.:

Printed at the DOMINION ODDFELLOW office.

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Patriarch was

admitted to Membership in Synodical Encampment, Mo. 9, A. D.

O. T. on the day of

A. D. 188

O. T.

Scribe.

CONSTITUTION.

PREAMBLE.

For the purpose of insuring uniformity in the Patriarchal Order within this jurisdiction, THE GRAND ENCAMPMENT OF THE PROVINCE OF ONTARIO, the supreme tribunal of all Encampments of Patriarchs within its limits, without whose sanction and control no Encampment can exist, ordains the following articles as the Constitution of the Subordinate Encampments of Patriarchs :

TITLE AND POWERS.

SEC. 1. This Encampment shall be constituted by at least seven members of the R. P. Degree, and shall be hailed and entitled

BROCK ENCAMPMENT OF PATRIARCHS, NO. 9,
I. O. O. F., OF THE PROVINCE OF ONTARIO,

and shall possess the full powers and privileges of a Subordinate Encampment, holding a legal, unreclaimed and valid Charter, duly granted and formally presented by the Grand Encampment of the Province of Ontario.

CONSTITUTION.

MEMBERSHIP.

SEC. 2. No person shall be admitted into this Encampment who is not a Scarlet Degree member in good standing of a Subordinate Lodge, and a resident of the Province of Ontario; nor for a less sum than six dollars, which shall include all the Degrees.

SEC. 3 The proposition of a candidate for membership by initiation must be made in writing through a member of this Encampment; accompanied by a certificate from the Secretary of the Lodge to which the candidate belongs, showing his grade, standing and residence.

SEC. 4. A proposition for membership must be referred to three Patriarchs for investigation, who—unless the application has been withdrawn—shall report at the succeeding regular meeting; when the candidate shall be balloted for with ball ballots; and if three or more black balls appear against him he shall be rejected; and shall be ineligible to membership in any Encampment for the space of six months, unless the ballot shall be reconsidered in the manner provided for by the SOVEREIGN GRAND LODGE OF THE I. O. O. F.

SEC. 5. Application for membership shall be made to the Subordinate Encampment nearest the place of residence of the applicant, unless there should be two or more in the town or city where he resides, in which case he may apply to either.

SEC. 6. The Constitution shall be signed by the candidate immediately after he has received the Patriarchal Degree, and his dues shall be charged from that time; and no one can be considered a member until he has paid the required fee and signed the Constitution.

SEC. 7. Only one Degree shall be conferred on a Patriarch at the same meeting, unless a dispensation be obtained from the Grand Patriarch.

SEC. 8. A patriarch holding a withdrawal card or a dismissal certificate from an Encampment, desirous of again uniting himself with this branch of the Order, shall present his card or certificate through a member of this Encampment, and the application shall be disposed of as provided by the previous Sections relating to other applicants; and, if elected, he shall pay a sum of not less than one dollar for each degree he has received.

SEC. 9. When a candidate has been rejected, or when a member has been suspended or expelled, notice thereof shall be sent without delay to all the Encampments in the same town.

SEC. 10. The Scribe shall, semi-annually, (January and July), furnish the Lodges with a list of their members belonging to this Encampment. .

SEC. 11. Any Patriarch, against whom there may be no charge of misconduct, and who has paid all dues and fines charged to him, may receive a visiting card, by a majority vote of the Encampment, on paying his dues for the time for which it is granted, and the fee for the same.

SEC. 12. A Patriarch in good standing, shall receive a withdrawal card, if authorized by the affirmative vote (by ballot) of a majority of the members present, on payment of all dues, and the fee for the same; but a member may at any time sever his connection with the Order by a written resignation sent to the Scribe; *provided* there are no charges against him, and that all dues are paid to the date of said resignation.

OFFICERS.

SEC. 13. The elective officers of this Encampment shall consist of the Chief Patriarch, High Priest, Sen. Warden, Scribe, Financial Scribe, (if desired), Treasurer and Junior Warden, who shall serve a regular term each.

14. The appointed officers shall be an Inside Sentinel, Outside Sentinel, Guide, First, Second, Third and Fourth Watches, who shall be appointed by the Chief Patriarch; and First and Second Guards of Tent, who shall be appointed by the High Priest; all of whom shall serve a regular term each, and until their successors are installed.

SEC. 15. The election of Officers and Representatives to the Grand Encampment shall take place at the last regular session in each term. Nominations for elective officers shall be made at the regular session preceding that of election, and on the evening of the election.

SEC. 16. All elections shall be separately by ballot, and a majority of the votes cast shall be necessary to elect; *provided*, that where there is only one candidate in nomination, he shall be declared elected by acclamation.

SEC. 17. No Patriarch shall be eligible for Chief Patriarch, unless he has been elected to and has discharged the duties of some other elective office; nor shall any Patriarch be eligible to the other elective offices until he has been appointed to and has discharged the duties of some appointed office; but all officers shall be eligible for re-election and re-appointment.

SEC. 18. Any officer absenting himself for more than three successive sessions, his seat may be declared vacant by a vote of the Encampment. All vacancies shall be filled in the manner of the former selection, to serve the remainder of the term; and officers so serving shall be entitled to the full honors of the term.

DUTIES OF OFFICERS.

SEC. 19. The duties of the various officers shall be as laid down in the charges of their respective offices, and as specified by this Constitution and the By-Laws of the Encampment.

CONTRIBUTIONS AND BENEFITS.

SEC. 20. The regular contributions of the Encampment shall be determined by the By-Laws, but shall not be less than \$1 for each term of six months.

SEC. 21. The amount of sick and funeral benefits to be paid members in good standing shall be determined by the By-Laws of this Encampment.

PENALTIES.

SEC. 22. No Patriarch who is six months in arrears shall be entitled to the C. W. or to benefits, until all arrears have been paid in full.

SEC. 23. When any member shall neglect to pay his dues for the space of one year, the Scribe shall report the same to the Encampment, and the defaulting member shall be declared to have ceased membership; *provided*, that two weeks' notice has been sent him of the action that would be taken; and *provided, further*, that the Encampment may, by vote, extend the time of payment for a period not exceeding three months.

SEC. 24. Any Patriarch who shall violate any of the principles of the Order, or offend against this Constitution or By-Laws, shall be subject to be fined, reprimanded, suspended or expelled, as the Constitution, By Laws or laws of the Order may direct.

SEC. 25. Every member shall be entitled to a fair trial for any offence involving reprimand, suspension or expulsion, in accordance with the form provided and the mode prescribed for Trials, Penalties and Appeals by the R. W. GRAND LODGE OF ONTARIO.

SESSIONS.

SEC. 26. Seven Patriarchs shall constitute a quorum for business; and all business shall be transacted in the R. P. Degree.

SEC. 27. The terms of this Encampment shall be semi-annual, commencing at the first regular sessions of January and July only, and shall consist of two regular

sessions in each month ; *provided*, that if the Encampment meets only once in each month, the term shall be annual, and shall commence at the first regular session in January. Each term shall end on the day on which the succeeding one commences.

SEC. 28. It shall be the duty of the last Past officers to prepare and forward to the Grand Encampment immediately on the installation of the new officers, a report of the work of the term just closed, according to a form provided by the Grand Encampment.

SEC. 29. Should this Encampment fail to make its returns, as required by the Constitution of the Grand Encampment, for two terms, it shall become the duty of the last installed officers to transmit or surrender to the Grand Patriarch (or such other Patriarch as may be appointed by that officer or the Grand Encampment to receive them), the Charter, books, papers, furniture and funds of the Encampment.

AMENDMENTS, ETC.

SEC. 30. When doubts arise as to the true meaning of any part of this Constitution, it shall be determined by the Grand Encampment.

SEC. 31. This Constitution, or any part thereof, shall not be altered, amended, suspended or annulled, except on motion made in the Grand Encampment.

BY-LAWS.

SEC. 32. This Encampment shall stand fully invested with power to adopt such By-Laws and resolutions from time to time, as may be deemed expedient ; *provided*, they do not in any wise contravene any part of this Constitution the laws and Constitution of the Grand Encampment, or the Laws or principles of the Order ; *provided further*, that such By-Laws shall not become operative until approved by this Grand Encampment or a committee appointed for that purpose during the recess.

BY-LAWS.

For the better government and more full expression of the tendency and advantages of this Encampment, the constituent Patriarchs do, by authority in them vested, ordain the following By-Laws:

ARTICLE I.

NAME, STYLE, TITLE AND POWERS.

This Encampment shall be known and hailed by the name of BROCK ENCAMPMENT No. 9, I O O F., of Ontario, and possess all the powers of Subordinate Encampments of Patriarchs of I. O. O. F.

ARTICLE II.

NOMINATION AND ELECTION OF OFFICERS.

1. The nomination for officers of this Encampment shall take place at the regular meeting in May of each term, and the elections at the regular meeting in June of each year.

2. The nomination and election of Representatives to the Grand Encampment, shall take place at the regular meeting in July of each year.

ARTICLE III.

DUTIES OF OFFICERS.

1. The C. P. shall preside at all sessions of the Encampment, and in addition to the powers conferred, and duties enjoined on him by the charges, he may summon extra sessions at his option, or shall, when requested in writing, by seven Patriarchs of the Encampment; he shall appoint all subordinate officers and committees not otherwise ordered by law or resolutions; he shall sign all orders on the Treasurer which shall have been passed by the Encampment; and such other documents as require his signature to authenticate them; he shall enforce the

charges and these By-Laws, prevent innovations and preserve the strictest decorum; he shall decide all questions of order, subject to the appeal of any one member of the Encampment; and give the casting vote whenever there is a tie, except when an appeal has been made from his decision, in which case the question shall be considered lost; he shall superintend all elections or other transactions of the Encampment, and never allow the Encampment to be opened unless he is satisfied that none are present but qualified Patriarchs of the Order; and he shall perform such other duties as may be required by law.

2. The H. P. shall perform such duties as are enjoined on him by the charges and regulations of the Order.

3. The S W shall assist the C. P. in preserving order and in the absence of that officer, shall preside over the Encampment, and shall perform such other duties as are required by the charges and regulations of the order and the laws of this Encampment.

4. The Scribe shall record accurately the proceedings of the Encampment; he shall make out all documents and notices, notify the members of all special meetings of the Encampment, and perform such other duties as may by law be required of him.

5. The Financial Scribe shall keep the book of accounts with its members, receive all moneys, and pay the same over immediately to the Treasurer, taking his receipt therefor.

6. The Treasurer shall receive from the Financial Scribe, all moneys of the Encampment, giving his receipt for the same, and shall pay all orders drawn on him by the C. P. and attested by the Scribe, and none others; and shall give such security for the satisfactory performance of his trust, as the Encampment may require, and perform such other duties as may by law be enjoined of him.

7. The J. W. shall assist the S. W. in the performance of his duties, officiate for him in his absence, and perform such other duties as may be required of him by the C. P., and the charges and regulations of the Order.

8. The appointed officers shall perform such duties as are prescribed by the charges and regulations of the Order, and as may be required of them by law.

ARTICLE IV.

CARDS.

1. Any Patriarch against whom there may be no charge of misconduct, and who is clear of the Books, shall, on application to the Encampment, personally or by proxy or in writing, receive a card of withdrawal, or one for visiting, by paying his dues up to the time for which it is granted.

ARTICLE V.

DUES AND FEES.

1. Every Patriarch of this Encampment shall pay One Dollar semi annually for dues ; said amount to be paid in advance.

2. The fee for initiation into this Encampment shall be Ten Dollars, which shall include all the Degrees, and the fee for admission by Card shall be Five Dollars.

3. If a candidate for initiation neglects to present himself within six months after being elected, he forfeits the privilege and must again be proposed.

ARTICLE VI.

RELIEF AND BENEFITS.

1. The C. P., H. P., S. W., Scribe, J. W., and two Patriarchs of the R. P. D. shall constitute a Standing Committee of visitation and relief ; to either of whom in the recess of the Encampment, Patriarchs may be reported sick, and it shall be the duty of this Committee to have such services rendered as the nature of the case may require, and report at the next regular meeting of this Encampment.

2. Members in good standing, and not more than six months in arrears on the Financial Scribe's books, shall be entitled to the following benefits in case of sickness, not brought on by drunkenness or immoral conduct : For every week, or part of a week in proportion, after the first

week, the sum of Two Dollars. And in case of the death of a Brother in good standing, his widow shall be paid, within one month, such sum equal to what the Brother paid in as dues, in excess of what he received as benefits or donations from the Encampment; and the Treasurer shall keep a book, to be called the benefit account book, in which he shall enter the names of all brothers to whom he shall pay benefits or donations, with the amount so paid.

3. On the death of a Brother in good standing, there shall be paid to the party entitled to receive the same, the sum of Twenty-Five Dollars, towards meeting the funeral expenses, and said sum shall be raised as follows: By making an assessment of One Dollar on each Brother, which amount shall be charged to him on his account by the Financial Scribe, and collected by the same officer, and paid to the Treasurer, who shall keep an account of it as a distinct fund, and whenever there is the sum of Twenty-Five Dollars in said fund, then such assessment shall not be made.

ARTICLE VII.

SESSIONS.

1. This Encampment shall hold regular sessions on the first Friday in each month.

2. The elective and appointed officers shall attend every regular session, unless prevented by sickness or absence from town.

ARTICLE VIII.

PENALTIES.

1. Any member of this Encampment who shall be convicted by the laws of the land of illegal practices, shall be expelled, and any one who shall be guilty of conduct unworthy of a Patriarch, shall be fined, suspended or expelled, at the discretion of the Encampment.

2. Any Patriarch neglecting or refusing to pay his dues and arrears for twelve months, shall be suspended for the same.

3. Before a Patriarch can be re-instated he shall pay all arrearages against him at the time of his suspension, also, all dues which may have accrued during his term of suspension.

4. No member shall be entitled to vote who is more than one term in arrears, or be installed to office who is indebted to the Encampment.

ARTICLE IX.

FUNDS.

1. Three Patriarchs to be selected by the C. P. in July, shall constitute the Committee of Finance, whose duty it shall be to examine into the correctness of all claims against the Encampment, referred to them, and to exercise a general supervision over the financial affairs of the Encampment.

ARTICLE X.

APPROPRIATION OF FUNDS.

1. All motions for the appropriation of moneys belonging to this encampment, other than for the general purposes of the Encampment, and the relief of its members; also the relief of members of distant Encampments, shall only be put at a regular meeting of this Encampment, and then only after one month's notice shall have been given by the mover.

ARTICLE XI.

AMENDMENTS.

1. A motion to alter, amend, suspend or annul these By-Laws or any part of them, shall be submitted in writing, only at a regular session, and shall be entered in the journal, and at the next regular session. Should two-thirds of those present be in favor thereof, the same shall be adopted and have full force as part of these laws.

2. This Encampment has power to adopt such rules of order, as a majority shall concur in, at a regular session, after having been proposed in writing, at a previous regular session, and to amend, alter or annul the same in like manner. But a motion to suspend a rule of order for a particular occasion may be adopted at any time by a vote of two-thirds of the members present.

RULES OF ORDER.

RULE 1. Any P. offering a motion must do so in writing, at the request of the S., C. P., or the Encampment.

RULE 2. No question shall be put by the C. P. unless regularly moved and seconded, nor open for consideration until so put; and when put, no other motion shall be receivable unless it be a motion—

| | |
|-----------------------------------|------------------|
| 1st, To adjourn, | 4th, To postpone |
| 2d, To lay on table, | 5th, To refer or |
| 3d, To put the previous question, | 6th, To amend. |

These several motions shall have precedence in the order above stated, and the 1st, 2d, and 3d thereof shall be decided without debate.

RULE 3. Ayes and nays, shall be taken and recorded, on the call of any P. duly seconded.

RULE 4. After any question that may have been decided, any two P's. having voted in the majority, may at the same or next regular meeting, move for a reconsideration thereof, but no discussion of the main question shall be allowed upon such motion.

RULE 5. Any question decided by the Encampment shall not again be brought before it, otherwise than by reconsideration, as provided in the foregoing rule, unless notice thereof shall have been given at the meeting immediately preceding; and such notice shall not be received during the term in which the question has been decided.

RULE 6. Every P. shall have the privilege of speaking twice on any question, but not oftener; unless by permission of the presiding officer.

RULE 7. Any P. intending to speak on a question, shall rise in his place, and respectfully address the presiding officer, confining himself to the question, and avoiding personalities ; and should more than one P. rise to speak at the same time, the presiding officer shall determine which is entitled to the floor.

RULE 8. If a member, while speaking, shall be called to order, he shall at the request of the C. P. take his seat until the question of order is determined, when, if permitted, he may proceed again.

RULE 9. The decisions of the C. P. on points of order may be appealed from by any P. In such case the question shall be "Will the Encampment sustain the chair?"



